Government of Saskatchewan

# Annual Report 1989-90

91-04169/

# Saskatchewan Human Resources, Labour and Employment

Published by Authority of
**The Honourable Grant Schmidt**
Minister of Human Resources, Labour
and Employment

# Letter of Transmittal

The Honourable Sylvia Fedoruk
Lieutenant Governor
Province of Saskatchewan

May it Please Your Honour:

I respectfully submit the Annual Report of the Department of Human Resources, Labour and Employment for the fiscal year ending March 31, 1990.

Grant Schmidt
Minister of Human Resources,
Labour and Employment

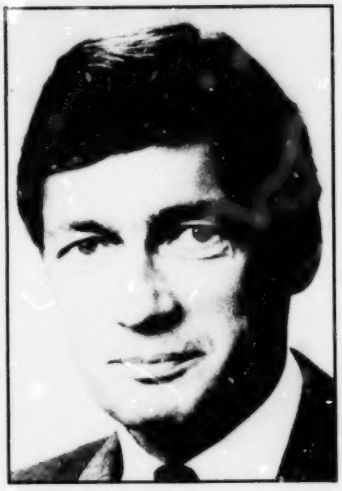
The Honourable Grant Schmidt
Minister of Human Resources,
Labour and Employment

Dear Sir:

I have the honour of submitting the Annual Report of the Department of Human Resources, Labour and Employment for the year ending March 31, 1990.

Respectfully submitted

Gerry Meier
Deputy Minister



# Department Highlights

- A public review was completed of *The Occupational Health and Safety Act*, and the Occupational Health and Safety Council presented to the minister its recommendations for reform.
- Over 200 presentations and seminars were presented by Occupational Health and Safety Branch staff to nearly 18,000 employees, employers and school children.
- Extensive work was done in developing Saskatchewan's position in response to the federal government's proposed Labour Force Development Strategy.
- Opportunities '89 provided approximately $2.5 million to help create 2,800 summer jobs for students.
- The provincial government's Employment Fairness Program was implemented for in-scope employees.
- The minimum wage was increased from $4.50/hour to $4.75/hour effective January 1, 1990, making it the second highest in Canada.
- Approximately 3,100 labour standards complaints were filed throughout the year, and over $1,715,000 in unpaid wages was recovered for Saskatchewan employees.
- A review was completed of *The Pension Benefits Act* as a first step in fulfilling Saskatchewan's commitment to the national consensus on pension reform.
- Conciliators were involved in the resolution of 27 collective bargaining disputes.
- Worker's Advocates took on 166 new cases, and 57 closed files were re-opened.
- The Premier's Disabled Persons Advisory Committee was created to provide recommendations to the Saskatchewan government on programs affecting persons with disabilities.
- The Transit Assistance for the Disabled Program allocated approximately $1.56 million, assisting Saskatchewan communities to provide transportation for persons with disabilities.
- *Focus*, the Women's Secretariat newsletter which highlights the accomplishments of provincial women, was sent to over 7,000 readers. As well, *Focus on Your Future*, a career awareness publication, was distributed to over 45,000 Saskatchewan high school students.
- The Seniors' Heritage Program provided $35.8 million in grants to 97,000 Saskatchewan seniors.
- Organizations providing services to Saskatchewan seniors received 115 grants totalling $372,201.
- The Women's and Seniors' Directorates became stand-alone agencies in October 1989, as part of a government strategy to improve policies and programs targeted at women and seniors.

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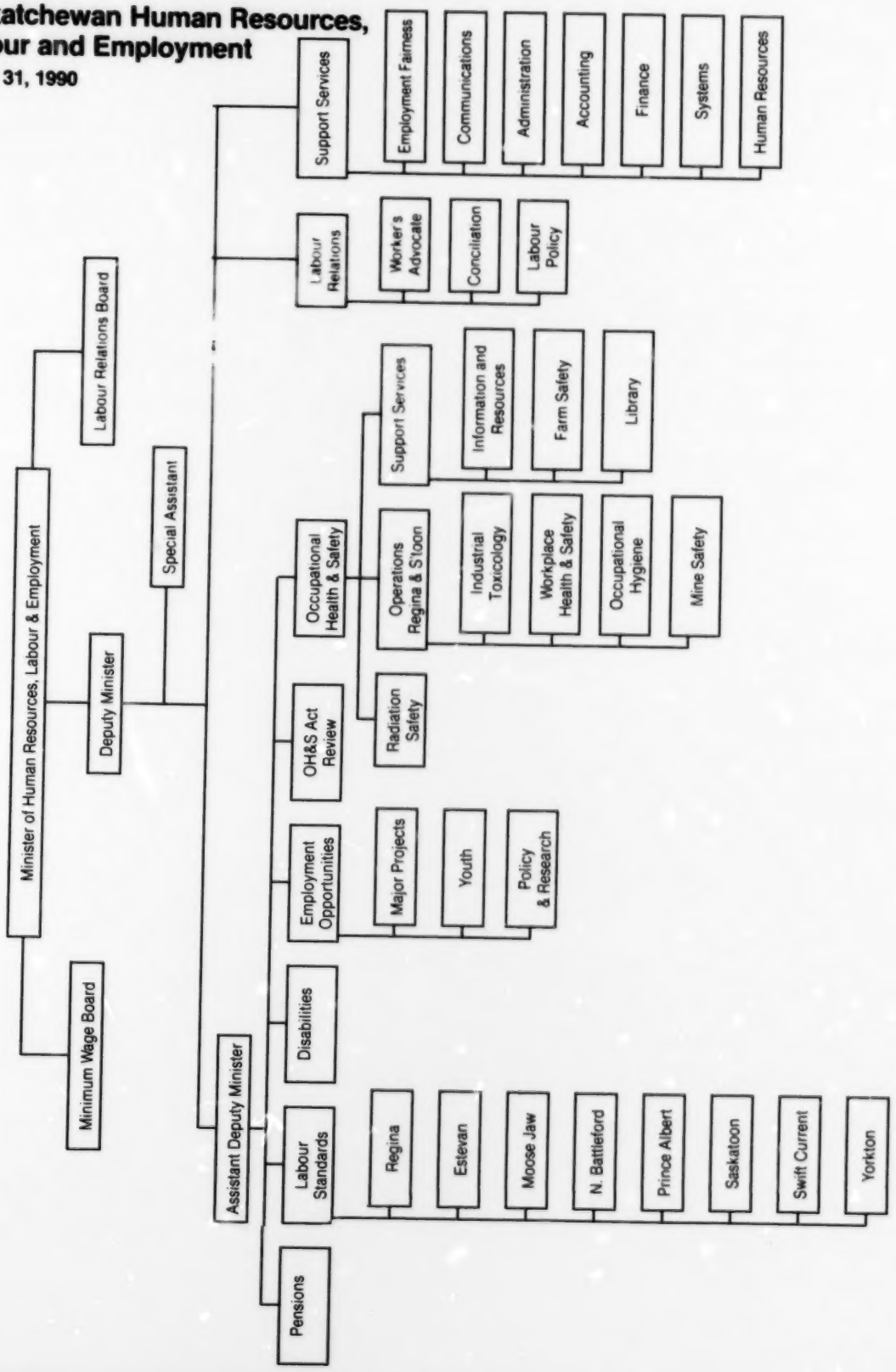
# Organization Chart

## Saskatchewan Human Resources, Labour and Employment

**March 31, 1990**



# Summary of Saskatchewan Human Resources, Labour and Employment Activities

## Labour Standards Branch

During the year under review, the Labour Standards Branch received 3,107 complaints and collected $1.715 million on behalf of employees. The Branch filed 202 certificates in the Court of Queen's Bench, and held 32 third party hearings to enforce *The Labour Standards Act*.

## Labour Relations Branch

Labour relations officers provided conciliation services in 27 cases involving a total of 12,358 employees. Officers also acted as mediators in five grievance disputes, helping to resolve three grievances. The Office of the Worker's Advocate addressed 166 new claims and re-opened 57 files during 1989-90. The branch issued several publications during 1989-90, including: The Saskatchewan Labour Report; The Saskatchewan Labour Market Report; and Non-wage Provisions in Saskatchewan Collective Agreements, 1989.

## Occupational Health and Safety Branch

Notices of Contravention were issued, requiring 2,357 unsafe matters to be corrected; 11 prosecutions were initiated; 291 workplace hygiene surveys were undertaken; and 944 samples were processed in the laboratory.

Courses and seminars were presented by branch staff to nearly 18,000 participants, including employees, employers and school children.

Audio-visual materials were provided to groups and individuals interested in safety promotion.

A total of 126 health and safety committees were established across the province.

## Pension Benefits Branch

During the 1989-90 fiscal year, 42 new pension plans were registered, 186 amendments were approved, 510 annual information returns were received and 56 plans were wound-up.

The Pension Benefits Branch maintains an arrangement with Statistics Canada for the compilation of pension plan statistics. The most recent statistics show there were 158,210 Saskatchewan employees participating in pension plans, including those registered and monitored by other jurisdictions under reciprocal agreements. The data also include members of public employee pension plans, which are not subject to *The Pension Benefits Act*.

## Employment Opportunities Branch

In 1989-90, branch personnel worked with representatives from other departments and agencies to design, co-ordinate and implement policies and programs to maximize employment opportunities for Saskatchewan residents. The branch also sought to maximize the hiring of qualified target group members on major projects. Career information related to labour market trends was prepared for Saskatchewan young people. The branch funded 2,833 jobs for students under the Opportunities '89 program.

## Support Services Branch

The Branch provided services to the department in human resource management and development, communications, financial planning, accounting, administrative services, and computer technology.

## Employment Fairness Unit

The government successfully finalized two employment fairness plans applicable to in-scope employees, developed and agreed to by joint union/employer committees. In July 1989, the Saskatchewan Human Rights Commission (SHRC) approved a plan applicable to Canadian Union of Public Employees Local 600 positions and employees. A revised employment fairness plan applicable to Saskatchewan Government Employees Union positions and employees was approved in March 1990. In conjunction with the Saskatchewan Property Management Corporation, a physical accessibility review of government owned and leased buildings was completed. Six new government agencies agreed to become participants in the employment fairness plans.

## Disabilities Directorate

The Disabilities Directorate, established in 1989, worked with public interest groups, individuals, and government departments and agencies to promote full independence and integration of all persons with disabilities in their communities.

The Disabilities Directorate is also responsible for co-ordinating government programs and policies which affect persons with disabilities.

## Seniors' Directorate

The Seniors' Directorate served as a focal point in government for seniors' policy and program issues. The Seniors' Directorate was part of the Department of Human Resources, Labour and Employment for a portion of the 1989-90 fiscal year. On October 3, 1989, the Seniors' Directorate was renamed the Seniors' Secretariat and became a stand-alone agency.

## Women's Directorate

The Women's Directorate worked to integrate women's concerns into the mainstream of government planning and policy development. The Directorate actively participated on a variety of inter-departmental committees, including chairing the inter-departmental working and steering committees on family policy.

The Directorate promoted the accomplishments of Saskatchewan women through the publication of "Focus" magazine. "Focus on Your Future" magazine was published to complement high school seminars. As well, the Directorate continued to co-ordinate the noon hour luncheon series for women in government.

The Women's Directorate was established as a separate agency on October 3, 1989, under the name Women's Secretariat.

## Labour Relations Board

A total of 254 applications were received by the Board during the year.

Between April 1, 1989, and March 31, 1990, the Labour Relations Board held 12 monthly meetings lasting a total of 124 days.

During 1989-90, 92 certification orders covering 1,756 employees were issued by the Board, and 8 certification orders affecting 150 employees were rescinded.

# Labour Standards Branch

The Labour Standards Branch enforces and promotes provincial minimum employment standards established under *The Labour Standards Act*. Officers of the branch investigate complaints laid by employees and attempt to collect any wages found owing from employers.

The branch informs employers and employees of their statutory obligations and rights by responding to telephone inquiries and circulating informational pamphlets. Officers also address educational and training institutions, community groups and other associations to explain and promote adherence to the legislation.

## New Legislation

No legislation was enacted during the period under review.

## Regulations

The Minimum Wage Board Order, 1989 (Chapter L-1 Reg.3 of the Revised Regulations of Saskatchewan as amended by Sask. Reg 19/90) was enacted.

## Application

*The Labour Standards Act* applies to all employees working in the province, with the following exceptions: agricultural workers, persons employed in undertakings employing only members of the employer's family and all employees under federal jurisdiction. The federal jurisdiction includes all persons employed in broadcasting, air transport, banking, grain elevators, feed mills, uranium mining, and inter-provincial and international transport and communication systems.

Domestic workers and employees in sheltered workshops are entitled to limited protection under the Act.

## General Provisions

### Hours of Work

Employees are entitled to overtime pay at the rate of time and one-half after eight hours in a day and forty hours in a week.

Overtime is voluntary after 44 hours in a week, except in emergency circumstances.

Managers, professional practitioners and road construction workers are just some of the groups excluded from these provisions.

### Minimum Wage

The minimum wage is $4.75 per hour, effective January 1, 1990.

Employees are entitled to a minimum payment of $14.25 on each occasion they report for duty.

### Annual Holidays

Employees with one year of service are entitled to three weeks' annual holidays and three fifty-seconds (3/52nds) of gross earnings as annual holiday pay.

Employees are entitled to four weeks' vacation and four fifty-seconds (4/52nds) of gross earnings as annual holiday pay after 10 years service.

### Public Holidays

Legislated public holidays in Saskatchewan include: New Year's Day, Good Friday, Victoria Day, Canada Day, Saskatchewan Day (first Monday in August), Labour Day, Thanksgiving Day, Remembrance Day and Christmas Day. Employees are entitled to their regular wages for these holidays.

Employees who work on public holidays must be paid time and one half for hours worked, in addition to their regular wages.

### Payment of Wages

Employers must pay wages within six days following the end of the pay period and 14 days following an employee's termination.

### Notice of Termination

Employers must provide one to eight weeks' written notice of termination to an employee, depending on the employee's length of service.

### Maternity and Other Leaves

Employees with 12 months of continuous employment are entitled to unpaid maternity leave of up to 18 weeks, or unpaid adoption or paternity leave of up to six weeks.

Employees with three months of continuous employment are entitled to five days' unpaid bereavement leave.

### Equal Pay

Male and female employees who work in the same establishment are entitled to equal rates of pay for performing work requiring similar skill, effort and responsibility.

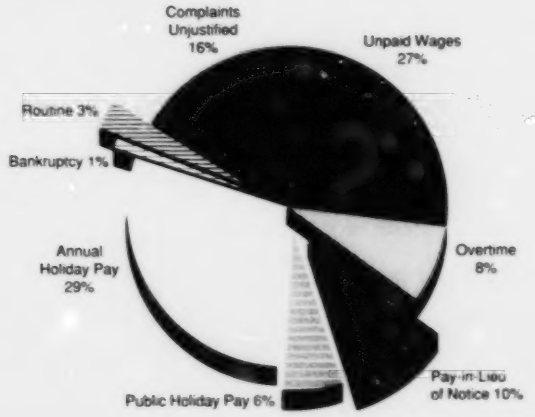
**Table 1**

**Labour Standards Branch**
**Activity Summary**
**1985-86 to 1989-90**

| | 1989-90 | 1988-89 | 1987-88 | 1986-87 | 1985-86 |
|---|---|---|---|---|---|
| Complaints Received | 3,107 | 2,946 | 3,120 | 3,047 | 2,680 |
| Monies Collected for Employees ($thousands) | 1,715 | 1,436 | 1,656 | 1,631 | 1,668 |
| Third Party Demands Issued | 361 | 304 | 271 | 307 | 175 |
| Certificates Filed | 202 | 171 | 190 | 204 | 170 |
| Prosecutions Commenced | 0 | 2 | 7 | 20 | 42 |

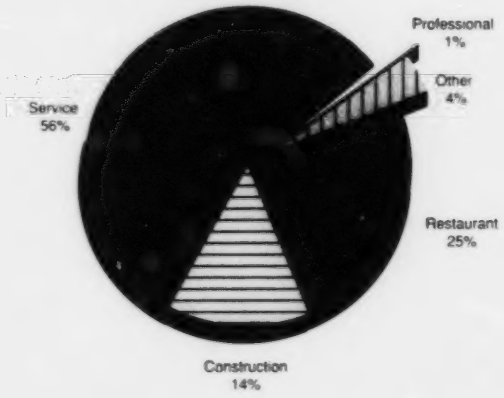
*Source: Saskatchewan Human Resources, Labour and Employment, Labour Standards Branch files.*

**Figure 1**
**Percentage of Complaints, by Section of *The Labour Standards Act*, 1989-90**




*Source: Saskatchewan Human Resources, Labour and Employment, Labour Standards Branch files.*

**Figure 2**
**Percentage of Complaints, by Sector, 1989-90**




*Source: Saskatchewan Human Resources, Labour and Employment, Labour Standards Branch files.*

# Labour Relations Branch

The components of the Labour Relations Branch are:

- Labour Policy and Research;
- Conciliation Services; and
- Office of the Worker's Advocate.

## Labour Policy and Research

This unit provides advisory services and research expertise on legislative initiatives and in the establishment of the department's position on a wide variety of issues. Information on Saskatchewan's labour market and working conditions is collected, analyzed and published. Research support services are provided to other branches of the department. A variety of functions are co-ordinated for the department.

### Collective Agreements

A collective bargaining data bank is maintained. The data are analyzed, compiled and distributed to other government agencies and the public, and are used for planning purposes within the department. A library of Saskatchewan collective agreements is maintained for use by the public. Statistical reports are produced on such topics as labour union membership and work stoppages.

Information on a variety of collective bargaining subjects is constantly requested, and computer programs have been designed to permit analysis of the numerous agreement provisions. During the year, information was generated on particular occupational wage rates, pay package rates and fringe benefits.

The study of *Non-wage Provisions in Saskatchewan Collective Agreements* is published annually. A sample of 158 agreements covering 33,501 employees was analyzed in the 1989 study.

**Table 2**
**Work Stoppages,***
**Number of Workers Involved and Worker-days Lost, 1985-89**

| Year | Number of work stoppages | Number of workers involved | Number of worker-days lost | Number of worker-days lost per non-agricultural paid worker |
|---|---|---|---|---|
| 1985 | 25 | 5,119 | 56,659 | 0.17 |
| 1986 | 15 | 8,307 | 131,249 | 0.39 |
| 1987 | 7 | 4,502 | 26,317 | 0.08 |
| 1988 | 17 | 7,150 | 66,595 | 0.19 |
| 1989 | 8 | 1,728 | 20,299 | 0.06 |

*Does not include work stoppages under federal jurisdiction.

*Source: Saskatchewan Human Resources, Labour and Employment files and Statistics Canada, Labour Force, 71-001.*

**Figure 3**
**Number of Work Stoppages, 1985-89**

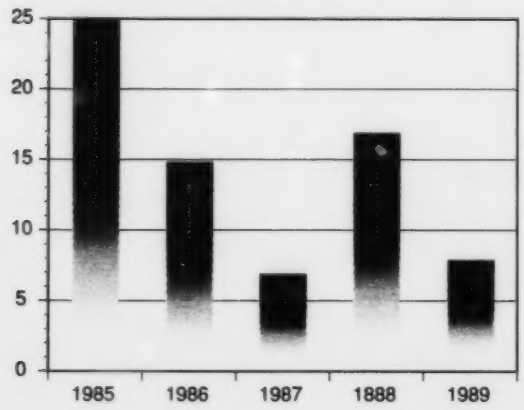
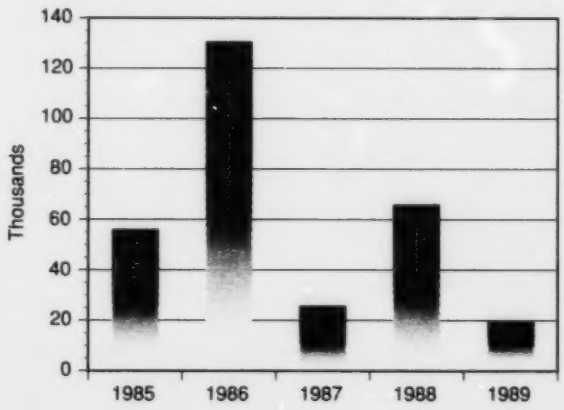



**Figure 4**
**Number of Worker-days Lost, 1985-89**



### Labour Market During 1989

During the calendar year 1989, Saskatchewan had the third lowest unemployment rate in Canada at 7.4 per cent. The unemployment rate for Canada was 7.5 per cent. Compared to 1988, Saskatchewan's labour force fell by 6,000 to 482,000, employment decreased by 5,000 on average, and the average level of unemployment decreased by 1,000.

### Work Stoppages During 1989

During the calendar year 1989, there were eight work stoppages in Saskatchewan, involving 1,728 employees and resulting in lost time of 20,299 worker-days.

Table 2 and Figures 3 and 4 show the number of work stoppages that have occurred in Saskatchewan since 1985, according to number of workers involved and worker-days lost.

### Branch Publications

*Saskatchewan Labour Report*: Published quarterly, it provides an overview of conditions of work in the province. Written decisions of the Saskatchewan Labour Relations Board are also included.

*Saskatchewan Labour Market Report*: Published monthly, it provides timely data about the labour force in Saskatchewan.

*Wages and Working Conditions by Occupation*: Published biennially in even years.

*Non-wage Provisions in Saskatchewan Collective Agreements*: Published annually.

## Conciliation Services

Labour relations officers provide a voluntary conciliation service to assist employers and unions in resolving disputes arising out of the collective bargaining process, with a view to minimizing conflict and work disruption.

This service is offered to labour and management upon the request of either or both parties involved in a labour dispute.

Disputes may arise during negotiations for first collective agreements or during the renewal of existing collective agreements. In disputes resulting in a work stoppage, where conciliation has not been requested, the office may approach the parties with a view to resolving the dispute.

### Conciliation Proceedings During 1989-90

As indicated in Table 3, labour relations officers were called upon to provide conciliation services in 27 cases during 1989-90, involving a total of 12,358 employees. Nine of these cases were carried over from the previous year.

### Grievance Mediation Services During 1989-90

Labour relations officers acted as mediators in five grievance disputes during the fiscal year, helping to resolve three grievances.

**Table 3**
**Conciliation Summary, by Industry, 1989-90**

| Industry | Conciliations | Employees involved |
|---|---|---|
| All industries | 27 | 12,358 |
| Construction | — | — |
| Education | 6 | 1,843 |
| Finance and Business Services | — | — |
| Food and Accommodation | 1 | 170 |
| Government Services | — | — |
| Health and Social Services | 6 | 7,875 |
| Manufacturing | 4 | 58 |
| Mining | — | — |
| Transportation | — | — |
| Utilities | — | — |
| Wholesale and Retail Trade | 10 | 2,412 |

*Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.*

## Office of the Worker's Advocate

The Office of the Worker's Advocate provides assistance and advice to injured workers and their dependants who have difficult claims before the Saskatchewan Workers' Compensation Board. The advocates are employees of the department and are completely independent of the Workers' Compensation Board. They have access to all board files, records and other information relating to the claim under investigation.

### Assisting Workers

The number of claimants assisted by the Office of the Worker's Advocate since its establishment in 1973 has increased. Many claimants are referred to the advocates by word of mouth. Others are referred by legal assistance clinics, private law firms, doctors, the provincial Ombudsman, the Workers' Compensation Board and unions. A number of claims are brought to the advocates' attention by Members of the Legislative Assembly.

Upon receiving a request for assistance, the advocate conducts an investigation and advises the worker or dependant of the possible course of action to be taken. The advocate may appeal a claim on an injured worker's behalf and provide representation at meetings between the claimant and the various levels of the Workers' Compensation Board. The advocates may decline to provide assistance if it is apparent there are no grounds to appeal the decision of the Board.

### Public Relations and Education

The Office of the Worker's Advocate responds to requests for speaking engagements and conducts educational programs. Emphasis is placed on education and public relations in an effort to assist workers, their dependants or their union representative in filing or appealing claims.

### Claims

Files in the Office of the Worker's Advocate are opened under the name of the injured worker. Once a file has been closed, it may be re-opened if new information is presented which provides grounds to appeal a previous decision of the Workers' Compensation Board. The advocates may also re-open a file if a new problem arises on a previous claim or if approached concerning a new claim.

During 1989-90, 166 new claims were addressed and 57 closed files were re-opened.

A summary of the claims handled by the Office of the Worker's Advocate during the period under review is shown in Tables 4 and 5.

**Table 4**
**Claims Processed by the Office of the Worker's Advocate, 1989-90**

| Claims | Number |
|---|---|
| Total claims | 487 |
| New claims | 166 |
| Claims carried over from 1988-89 fiscal year | 264 |
| Files re-opened | 57 |
| Claims closed | 264 |
| Claims remaining open on March 31, 1990 | 223 |

*Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.*

**Table 5**
**Claims Processed by the Office of the Worker's Advocate, by Disposition, 1989-90**

| Disposition | Number |
|---|---|
| Information provided (inquiry) | 737 |
| Appeal to a medical review panel | 5 |
| Representation at permanent functional impairment meetings (responsible for awarding lump sum settlements) | 1 |
| Appeal to the Earnings Replacement Committee | 7 |
| Appeal to Appeals Committee | 38 |
| Appeal to claims officer | 17 |
| Appeal to Workers' Compensation Board | 64 |
| Appeal to rehabilitation department | 7 |

*Source: Saskatchewan Human Resources, Labour and Employment, Labour Relations Branch files.*

# The Occupational Health and Safety Branch

The branch is responsible for three principle activities:

- enforcement of *The Occupational Health and Safety Act*;
- enforcement of *The Radiation Health and Safety Act*; and
- public education and information.

The branch achieves its mandate through:

- inspection of workplaces by the Workplace Safety Unit, Mine Safety Unit and Occupational Hygiene Unit;
- provision of advice and information through the Toxicology, Radiation Safety, Information and Resource and Farm Safety units; and
- dissemination of information through bulletins, courses on occupational health and safety and support of occupational health committees.

As part of the enforcement program, notices of contravention were issued requiring 2,357 unsafe matters to be corrected, 11 prosecutions were initiated, 291 workplace hygiene surveys were undertaken and 944 samples were processed in the laboratory.

A total of 219 courses and seminars were presented by branch staff to nearly 18,000 employees, employers and school children.

The branch, through it's library facilities, provided audio-visual material to groups and individuals interested in safety promotion.

This year saw the development of 126 new health and safety committees across the province.

## Workplace Safety Unit

The Workplace Safety Unit promotes health and safety in the workplace by assisting occupational health committees, employers, workers and self-employed persons to maintain good occupational health and safety programs. The unit also conducts inspections to ensure compliance with *The Occupational Health and Safety Act* and associated regulations.

### Inspections

During the year, occupational health officers conducted 2,531 inspections and visits. A total of 607 notices of contravention were issued, ordering the correction of 1,279 contraventions of the Act and regulations. Inspections were initiated on the basis of the accident and compliance record of the employer, as well as the risk associated with the occupation or industry.

### Projects

The unit conducted safety audits in companies identified by the Workers' Compensation Board as having frequent claims for accidents. These companies were encouraged to initiate formal safety programs.

The unit undertook inspections of approximately 100 drycleaning operations as part of a branch investigation to minimize health risks from the solvents used in these businesses.

### Investigations

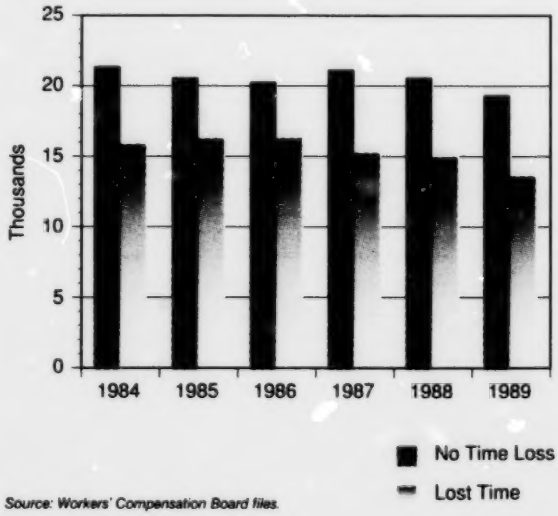
Investigations were conducted into 40 accidents, including 20 involving loss of life. Eleven prosecutions were completed, resulting in fines totalling $22,950.

### Occupational Health Committees

Occupational health officers assist workers and employers to improve and strengthen the functioning of their occupational health committees.

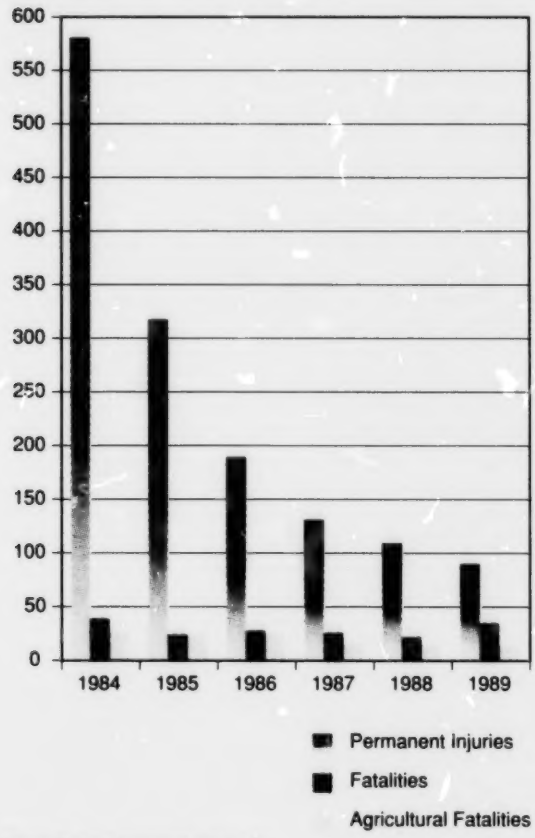
During the year, 3,231 committee minutes were received and reviewed; 126 new occupational health committees were established.

**Figure 5**
**Provincial Accident Incidence**
**1984-89**




*Source: Workers' Compensation Board files.*

**Figure 6**
**Injury/Fatality Incidence**
**1984-89**




*Source: Workers' Compensation Board files*

## Mine Safety Unit

The Mine Safety Unit ensures that mining operations in Saskatchewan are conducted in accordance with *The Occupational Health and Safety Act*, Mines Regulations and other associated regulations; promotes occupational health committees; and advises workers and employers on healthy and safe working procedures.

### Inspections

During the year, inspectors wrote 213 reports citing 1,066 contraventions. Inspectors also investigated serious accidents and dangerous occurrences, carried out radiation surveys, and monitored brine inflows at potash mines. Approvals were issued for mining equipment use and operating procedures.

### Accidents

There were three fatalities during the year under review, compared to three in the previous year. Four serious accidents were reported, two fewer than the previous year.

### Mine Rescue

The unit took an active part in training mine rescue personnel. Twelve survival training sessions were held for mine rescue instructors, co-ordinators, managers, rescue personnel and mine workers. Ten in-plant inspections were made of mine rescue training, rescue equipment and training facilities. Mine rescue examinations were held, and 83 mine rescue and five instructor certificates were issued. Twelve certificates were issued to supervisors for competency in emergency rescue.

### Courses - Certification Programs

Unit inspectors conducted training courses on different aspects of mine safety. Two courses on Safe Handling of Explosives were held, involving a total of 20 people. A total of 104 blasting certificates and 12 hoisting certificates were issued.

The Mines Regulations require that workers in underground and open pit operations be supervised by those possessing specified qualifications, including a certificate indicating satisfactory knowledge of the laws pertaining to health and safety. Following examinations, 38 certificates were issued. Four radiation certificates were also issued.

## Occupational Hygiene Unit

The Occupational Hygiene Unit is concerned with the identification and control of hazards in the workplace. It collects scientific data on the workplace environment, allowing corrective measures to be taken to prevent ill health. Requirements for engineering control measures are imposed where appropriate.

The unit made 291 examinations of workplaces to evaluate health risks, mainly in response to concerns raised by employers and employees. The most prevalent concerns remain exposures to airborne workplace chemicals and the management of asbestos. A total of 218 recommendations were made to improve conditions of work. There were 12 violations of regulations for which Notices of Contravention were issued. The unit also assists industry by providing information on control measures for work processes. It responded to 104 requests for such information.

Dry-cleaning shops having a high potential for excessive airborne solvent were identified by a province-wide Workplace Safety Unit survey. The source of contamination in each of these shops was identified by Hygiene Unit air monitoring. The means for controlling the sources of contamination were outlined and corrective action implemented.

The unit has developed the capability to measure airborne bacteria, mold and fungus. This service is needed due to the growing Saskatchewan biotechnology industry.

**Laboratory**

The laboratory provides analytical services necessary to support branch programs and is responsible for the maintenance and calibration of field equipment. A total of 944 samples of workplace contamination and commercial products were examined to evaluate dangers in the workplace.

## Industrial Toxicology Unit

The Industrial Toxicology Unit provides toxicological/medical support to the branch. It also provides advisory services on occupational health matters to occupational health committees, employers, workers, practising physicians and provincial government agencies. The unit responds to inquiries concerning the toxicological properties of industrial materials, the hazards associated with industrial processes and disease in the workplace. Coordination of the implementation of workplace hazardous materials information system (WHMIS) legislation in the province is provided by the unit.

Advisory services were provided in response to 175 inquiries. Medical evaluation and advice in occupational matters is provided by the Chief Occupational Medical Officer. Twenty-four places of employment were investigated for working conditions which might have resulted in the occurrence of occupationally related illnesses. Most of these were brought to the unit's attention through notifications by physicians. Forty-one workers from 13 radiator repair shops were examined for lead exposure.

The unit evaluates research findings and recommends changes in regulatory controls through regulations, guidelines, codes of practice or informational material. The unit participated in the production of a number of guides, hazard alerts and newsletter articles, including a guideline on first aid needs, a hazard alert on psyllium dust and a review on artificial air ionization.

The unit conducted 44 presentations and seminars on WHMIS for more than 1120 people in industry and labour organizations and occupational health committees. A WHMIS Bulletin was published to address commonly asked questions and facilitate implementation of WHMIS in workplaces. Several newspaper advertisements, newsletter articles, explanatory guides and other publications were also produced. Resources were allocated to help employers and suppliers obtain information about WHMIS. Suppliers' needs for technical information were also fulfilled. Fifteen controlled products suppliers were inspected and 22 multiple site employers were audited for WHMIS implementation.

## Radiation Safety Unit

The Radiation Safety Unit is responsible for providing medical physics services to small hospitals throughout the province, protecting the public from unnecessary radiation exposure, and enforcing *The Radiation Health and Safety Act* and regulations. The Unit also assists in the enforcement of federal regulations under the *Atomic Energy Control Act* and the *Radiation Emitting Devices Act*. Draft revised regulations under *The Radiation Health and Safety Act*, covering both ionizing and non-ionizing radiation sources, have been subject to public comment during the year.

**Radiology Inspections and Consultative Services**

Consultative and educational services are provided to users of X-ray sources to promote high standards.

X-ray inspections, consultations and investigations cover approximately 1,300 medical, chiropractic, dental and veterinary x-ray units, as well as various types of non-diagnostic x-ray equipment found at universities and industrial workplaces. A total of 212 formal inspections took place: 136 hospitals and medical clinics, 32 dental offices, 7 veterinarians, 10 chiropractors, 11 industrial users of radiation and 16 users of sources of non-ionizing radiation.

The unit provides full consultant medical physics services to small hospitals which do not have a staff physicist available. This enables them to apply for accreditation by the Canadian Board for Hospital Accreditation.

**Postal X-ray Quality Assurance Program**

This program has gradually been introduced throughout the province. Permanent resolution test phantoms and step wedges for use in

conjunction with this program have been distributed to diagnostic radiology departments. An instructional video tape, which demonstrates the required procedures for this postal test, has been made available on request to help the smaller centres understand their responsibilities under this program. A comprehensive manual of recommended quality assurance (Q.A.) procedures for the small hospitals has been issued to every Saskatchewan hospital. This has been well received and has been adopted in its entirety by the Saskatchewan Association of Medical Radiation Technologists. It will provide a basis for the production of the in-house Q.A manual, which will be required under the new regulations.

**Uranium Mining**

The unit delivered radiation safety training to occupational health committee members attached to Saskatchewan uranium mines and contributed to the development of a special training course by the Canadian Institute for Radiation Safety. This course is currently being considered for adoption by the Saskatchewan mines. Inspections of radiation safety procedures in provincial uranium mines have been carried out when requested by the Chief Inspector of Mines. Environmental impact statements for new mining developments have also been reviewed.

**Non-Ionizing Radiation**

An area of particular concern last year was low frequency magnetic fields. Several widely distributed magazine articles suggested that exposure to such fields, resulting from proximity to sources such as electric power transmission lines and video-display terminals, could be linked to the initiation of cancer or leukaemia. While scientific data relating to such a link remains inconclusive, the unit believes that fields to which the public are exposed are far below the level that could constitute a hazard.

**Radiation Emergencies**

Staff are on 24 hour call in the event of a radiation emergency anywhere in the province. The unit also participates in training provided to members of the Emergency Measures Organization.

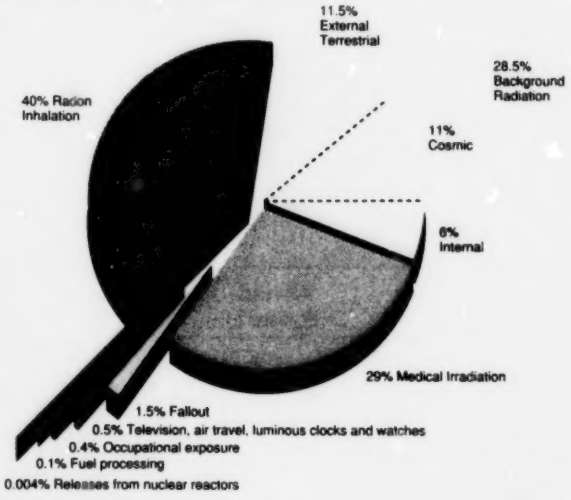
**Publications**

The unit produces reference guides to provide information on various aspects of radiation control and radiation risk assessment. Over 70 of these have been distributed. Two research papers were presented to the annual meeting of the Canadian Radiation Protection Association, and one to the Conference of Radiation Control Program Directors in the United States. Numerous other presentations were made to various local groups during the year, including lectures, papers and seminars presented in conjunction with provincial groups of radiation users.

**New Risk Estimates**

Estimates of the risk associated with exposure to ionizing radiation (primarily based on ongoing studies of survivors of the atomic bomb explosions in Japan) were increased significantly during the year, largely as a result of revised estimates of the radiation doses experienced by the bomb survivors. These new estimates can be found in the 1988 report of the United Nations Scientific Committee on the Effects of Atomic Radiation (UNSCEAR) and the 1989 report of the United States Biological Effects of Ionizing Radiation (BEIR) Committee. They have led to draft new recommendations for radiation dose limits prepared by the International Commission on Radiological Protection (ICRP). However, despite new estimates, the two primary sources of radiation exposure of the public remain radon inhalation and diagnostic medical procedures. This is shown on the pie chart below.

**Figure 7**
**Sources of Radiation Exposure**




*Source: United Nations Scientific Committee on the Effects of Atomic Radiation (UNSCEAR), 1988*

If a similar pie chart is drawn to show actual radiation risk rather than radiation dose, medical irradiation becomes the major contributor to the risk because x-ray procedures deliver a high dose rate (which increases the risk) and are biologically more effective than gamma rays. The Radiation Safety Unit has, therefore, traditionally concentrated its efforts in this area, although public concerns relating to all areas of radiation safety continue to be addressed.

## Information and Resource Unit

The Information and Resource Unit prepares educational and informational programs to promote workplace health and safety. The unit develops and presents training courses and programs to assist occupational health committees to better discharge their duties under the Act and regulations. A total of 761 individuals participated in 37 occupational health and safety courses in 11 centres throughout the province.

Two courses were developed to assist workers and employers in the industry to better comply with occupational health and safety legislation and safe work procedures:

1) Construction Health and Safety; and
2) Establishing an Occupational Health and Safety Program

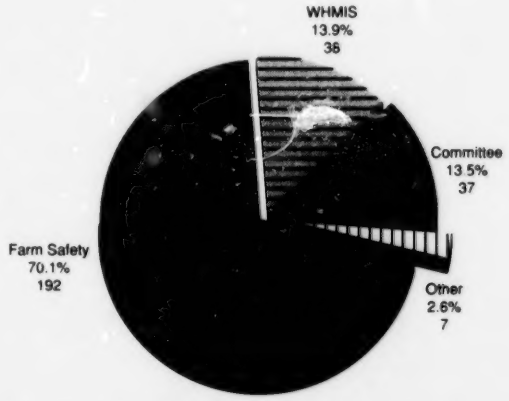
Several Hazard Alerts, Workplace Hazardous Material Information System (WHMIS) Bulletins and Information Bulletins were distributed to increase awareness and prevent accidents. A catalogue of Occupational Health and Safety Branch courses, print and audio-visual material was distributed and is regularly updated.

The Farm Safety Program run by the unit provides information to increase awareness of health and safety in agriculture.

Fourteen individuals died in 1990 as a result of farm related injuries, compared to 15 in 1989.

Presentations on farm safety were made to approximately 16,000 students in rural schools. Approximately 24 safety presentations were delivered to farm ratepayer and community meetings to focus attention on health and safety in farming. A safety display was exhibited at 13 agricultural events throughout the province. A total of 48 interviews were given to radio, T.V. and print media and 14 farm safety articles were printed in industry publications. Audio-visual and printed material is provided upon request.

**Figure 8**
**Courses/Presentations**
**1989-90**




*Source: Saskatchewan Human Resources, Labour and Employment, Occupational Health and Safety Branch files.*

**Table 6**
**Inspections**

| Year | Workplace Safety Unit | Mines | Hygiene | Toxicology | Radiation |
|---|---|---|---|---|---|
| 84/85 | 2419 | | | | |
| 85/86 | 3165 | 230 | --- | --- | --- |
| 86/87 | 2697 | 224 | 381 | 20 | --- |
| 87/88 | 1989 | 254 | 427 | 24 | 258 |
| 88/89 | 2024 | 269 | 421 | 19 | 159 |
| 89/90 | 2531 | 258 | 281 | 37 | 150 |

*Source: Saskatchewan Human Resources, Labour and Employment, Workplace Safety Unit - 1984-1989 - Annual Reports*
*1989/90 - Occupational Health & Safety Branch monthly reports*
*Other Units - Occupational Health & Safety Branch monthly reports*

# Pension Benefits Branch

The Pension Benefits Branch has the following specific functions:

- administer *The Pension Benefits Act* and regulations;
- advise the government with regard to retirement income matters;
- develop pension policy and program alternatives;
- prepare pension legislation and regulations;
- participate in inter-governmental discussions and negotiations on pension matters;
- consult with interest groups on pension issues; and
- prepare and distribute information and educational materials.

Table 7 illustrates some features of the public and private sector pension plans membership in Saskatchewan. The table includes some statutory public pension plans not subject to *The Pension Benefits Act*.

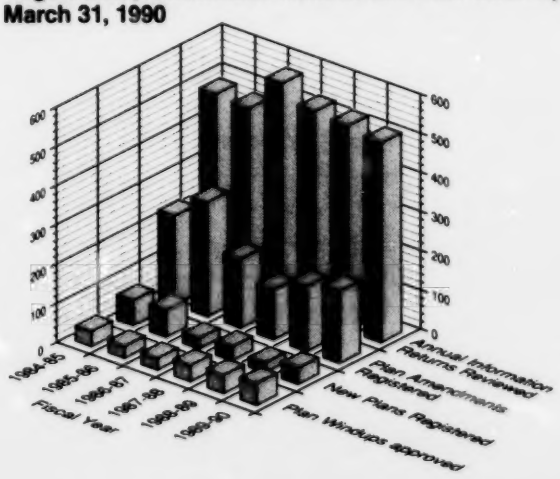
Figure 9 is a graphical representation of the branch's regulatory activities over a 6 year period ending March 31, 1990. Shown are registrations, annual information returns and plan wind-ups.

**Table 7**
**Selected Features of Pension Plan Membership by Sector, Contributory Status and Sex, March 31, 1990**

| Sector | Total | Male | Female |
|---|---|---|---|
| Both sectors | 158,210 | 90,574 | 67,636 |
| Contributory | 131,115 | 70,756 | 60,359 |
| Non-contributory | 27,095 | 19,818 | 7,277 |
| Public sector | 91,855 | 45,511 | 46,344 |
| Contributory | 91,728 | 45,385 | 46,343 |
| Non-contributory | 127 | 126 | 1 |
| Private sector | 66,355 | 45,063 | 21,292 |
| Contributory | 39,387 | 25,371 | 14,016 |
| Non-contributory | 26,968 | 19,692 | 7,276 |

*Source: Saskatchewan Human Resources, Labour and Employment, Pension Benefits Branch files.*

**Figure 9**
**Six Year Statistical Review of Registration, Information Returns and Plan Wind-Ups March 31, 1990**




*Source: Saskatchewan Human Resources, Labour and Employment, Pension Benefits Branch files.*

# Employment Opportunities Branch

The Employment Opportunities Branch was established to promote and enhance employment opportunities for Saskatchewan people. The branch is responsible for the development and coordination of provincial employment initiatives, and is involved in inter-departmental and inter-governmental forums dealing with labour market matters.

Branch personnel worked with representatives from other departments and agencies to ensure that major projects in Saskatchewan provided for the hiring of Saskatchewan and target group people. The branch did an extensive review of the federal government's Labour Force Development Strategy. Career information related to labour market trends was prepared for Saskatchewan young people.

The activities of the Employment Opportunities Branch are divided into three areas:

- Major Projects Unit;
- Policy & Research Unit; and
- Youth Unit.

## Major Projects Unit

The Major Projects Unit promotes the hiring of Saskatchewan residents and coordinates training and employment opportunities for members of identified target groups on major construction projects.

The unit worked with other government departments and industry representatives to develop plans for training and hiring individuals on the Shand, Rafferty and Alameda projects and on the construction of the Bi-provincial Upgrader at Lloydminster.

## Policy and Research Unit

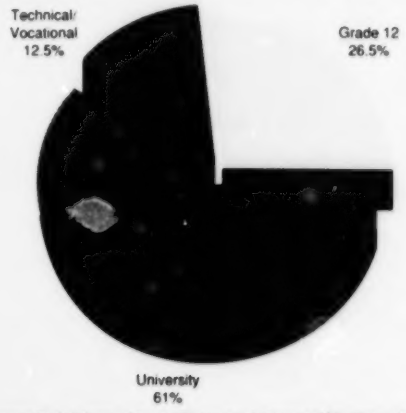
The Policy and Research Unit assists in the development, coordination and assessment of labour market information, policies and programs. In addition, the unit participates with other departments and governments in the formulation of labour market policies. Projects included: an evaluation of the Labour Force Development Strategy, a survey of employment in the Saskatchewan construction industry, and reviews of various training and employment programs. The unit also addressed issues concerning older workers, apprenticeship, skill shortages, farm management training and immigration.

## Youth Unit

The Youth Unit addresses problems facing young people in accessing employment by providing programs and services which enhance their employability and career development. The unit delivers the student summer employment program, "Opportunities", and works with other government departments and agencies in an advisory and coordination capacity to develop youth employment initiatives.

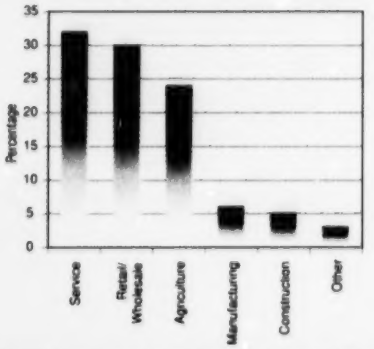
A total of $2.486M was expended and 2,833 summer jobs were created under the Opportunities '89 program. Of these, 2,071 were in Saskatchewan businesses, 647 were on Saskatchewan farms, and 115 were in regional parks. The educational level of student participants and the type of employment by industry sector are reflected in the following charts.

**Figure 10**
**Opportunities '89**
**Educational Level of Student Participants**




*Source: Saskatchewan Human Resources, Labour and Employment, Employment Opportunities Branch files.*

**Figure 11**
**Type of Employment by Industry Sector**




*Source: Saskatchewan Human Resources, Labour and Employment, Employment Opportunities Branch files.*

# Support Services Branch

The Support Services Branch provides support services to the Department of Human Resources, Labour and Employment, the Women's Directorate and the Indian and Native Affairs Secretariat. During 1989-90, it also provided support services to the Seniors' Directorate. The branch is also responsible for government-wide coordination of employment fairness activities.

## Human Resources Unit

The Human Resources Unit is responsible for human resources management and development services including: administering collective agreements and benefits plans; coordinating recruitment and job evaluation activities; planning and coordinating training and development initiatives; coordinating work planning and review processes; developing personnel policies and systems; implementing employment fairness initiatives; and developing and maintaining personnel information systems.

## Communications Unit

The Communications Unit is responsible for: quality control of all print, display and audio-visual materials developed for internal and public use; managing the external production of publications and other communications materials; and providing assistance to the department in developing and producing communications materials.

## Systems Unit

The Systems Unit is responsible for: planning and coordinating purchases of computer equipment and software; providing training and technical assistance to staff; and developing new computer systems and processes.

## Financial Planning Unit

The Financial Planning Unit is responsible for: financial planning and budgeting; expenditure analysis and information; and special projects related to fiscal management.

## Accounting Unit

The Accounting Unit is responsible for the daily accounting functions of the department including: processing invoices for payment; coordinating revenue and expenditure processing; developing improvements to the department accounting systems; and preparing financial statements and reports.

## Administration Unit

The Administration Unit is responsible for: providing central coordination of purchasing, telephones, accommodation, furniture, government vehicles and parking; and plays a lead role in implementing environmental initiatives within the department.

# Employment Fairness Unit

The Employment Fairness Unit ensures that the targeted groups of women, persons of Native ancestry and persons with physical disabilities are treated fairly with respect to employment within the public service by:

- coordinating planning and policy development for provincial employment fairness initiatives;
- consulting with unions, as well as other organizations and interest groups, to facilitate employment fairness initiatives;
- assisting government departments and agencies in developing and implementing employment fairness programs;
- providing advisory and information services to departments in support of employment fairness; and
- developing and implementing data collection, evaluation and reporting mechanisms.

The government and both public sector unions were successful in working together to develop the following employment fairness plans for in-scope employees:

- In July 1989, an employment fairness plan, which applies to Canadian Union of Public Employees Local 600 positions and employees in the public service, was approved by the Saskatchewan Human Rights Commission.
- In March 1990, the government received approval from the Saskatchewan Human Rights Commission for a revised employment fairness plan which applies to Saskatchewan Government Employees' Union positions and employees in the Public Service/Government Employment Bargaining Unit.

The plan for out-of-scope positions and employees, originally approved in June 1987, was revised and received approval from the Saskatchewan Human Rights Commission in July 1989.

Approval of these three plans means that the government may implement employment fairness initiatives which cover all public service positions and employees. A total of 23 departments and agencies developed and implemented employment fairness activities during 1989-90.

The Employment Fairness Unit made presentations and conducted workshops on employment fairness, worked with unions to develop employment fairness plans, assisted departments and non-government agencies in support of initiatives in the public service, collected statistical data on goals and achievements and compiled the Employment Fairness Annual Report for 1989-90.

Special employment fairness activities initiated in the public service included: advertising, recruitment, staff development, education and awareness, and accommodating physical disabilities. In addition, a review of the physical accessibility of government-owned and leased buildings was completed.

Table 8 provides information concerning target group representation in the public service.

**Table 8**
**Target Group Representation in the Public Service, March 1986 - March 1990**

| | March-86 | March-87 | March-88 | March-89 | March-90 |
|---|---|---|---|---|---|
| Persons of Native Ancestry | 5.2% | 4.8% | 4.5% | *2.9% | *3.0% |
| Persons with Physical Disabilities | 1.1% | 1.2% | 0.9% | *2.3% | *2.3% |
| Women in Management** | 17.3% | 17.5% | 23.1% | 24.0% | 25.0% |
| Women in Other Non-Traditional Occupations*** | 16.2% | 8.7% | 11.0% | 18.1% | 18.5% |
| Women in Government | 50.4% | N/A | 48.6% | 53.2% | 54.1% |

* Figures are based upon self-identification; earlier figures include other means of identification.
** Management includes all levels of the Management and Professional Classification Plan.
*** Non-traditional occupations are defined as those which have fewer than 30% of the positions occupied by women along with appropriate related classifications.

*Source: Unpublished data, Human Resources System, Public Service Commission.*

# Disabilities Directorate

The Directorate provides:

- consultation and liaison with community groups and individuals who represent and provide services to persons with disabilities;
- education and information services to promote awareness of and offer assistance to persons with disabilities;
- research support and policy development;
- administrative support for the Premier's Disabled Persons Advisory Committee; and
- employment and transit assistance programs.

**Employment Services For Persons With Physical Disabilities**

The Employment Services for Persons with Physical Disabilities was established in August 1988. The Directorate works with the Employment Fairness Unit to provide assistance to government departments in the recruitment and employment of persons with disabilities. An inventory of qualified persons with disabilities seeking employment within the public service is maintained to facilitate the recruitment process.

**Transit Assistance For The Disabled Program**

The Directorate administers this program which provides financial assistance to urban and rural municipalities for transportation for the disabled and those unable to use regular public transit. Operating assistance is provided at up to 50% of the annual operating deficit. Capital assistance is provided at up to 75% of the cost of acquiring wheelchair lift vehicles. The annual transit budget of $1,566,600 provided capital grants totalling $173,029 to Prince Albert, Regina, Saskatoon and Swift Current for four replacement special needs buses. The remaining $1,393,571 was allocated as operating grants to 67 Saskatchewan municipalities.

**Figure 12**
**Disabled Population Residing in Households in Saskatchewan by Severity of Disabilities**

1986 survey identified a total of 66,190 Saskatchewan individuals aged 15-64 years with disabilities.
*Source: Statistics Canada, 1986 Health and Activity Limitations Survey*

**Premier's Disabled Persons Advisory Committee**

The Premier's Disabled Persons Advisory Committee was established in June 1989.

The committee members provide advice and guidance to the Premier concerning government policies and programs that affect persons with disabilities. The committee also identifies issues, policies, programs and procedures which require additional research and analysis concerning their impact on persons with disabilities.

The committee has 12 members from across the province appointed for a one year term who represent a variety of occupations and backgrounds.

# Seniors' Directorate

The Seniors' Directorate serves as a focal point in government for seniors' policy and program issues. The Seniors' Directorate was part of the Department of Human Resources, Labour and Employment for a portion of the 1989-90 fiscal year. On October 3, 1989, the Seniors' Directorate was renamed the Seniors' Secretariat and became a stand-alone agency.

### Saskatchewan Income Plan

Monthly benefits are provided by the Saskatchewan Income Plan to those seniors who have little or no income other than the Old Age Security and the Guaranteed Income Supplement available from the federal government.

The maximum monthly benefits payable were $80 for a single senior and $135 for a senior couple. A monthly average of 25,368 seniors received benefits under the Saskatchewan Income Plan for a total expenditure of $7,561,287 from April 1 to October 2, 1989.

### Senior Citizens' Heritage Program

The Senior Citizens' Heritage Program assists low and middle income seniors to maintain their independence by providing unconditional benefits based on their income.

| | Benefits | |
|---|---|---|
| **Total Annual Income** | **Single** | **Couple** |
| $25,001 to $30,000 | $250 | $350 |
| $25,000 and under | $500 | $700 |
| $30,000 and under living in public housing | $200 | $400 |

During the period April 1 to October 2, 1989, 69,216 grants were authorized for an average benefit of $517.56 and a total expenditure of $35,823,450.

### Grants for Senior Citizens' Services

The Grants for Senior Citizens' Services provides financial assistance to organizations delivering services to senior citizens. The following grants were provided during the period April 1 to October 2, 1989:

- operating grants totalling $283,399 to 99 senior activity centres;
- transportation grants totalling $32,285 to four transportation projects; and
- construction grants totalling $56,517 to 12 senior activity centres.

### Senior Citizens' Provincial Council

The Senior Citizens' Provincial Council provides the government with advice and recommendations on issues related to seniors in Saskatchewan. Members of the council are appointed by the provincial government.

Administrative and other support services are provided by the Seniors' Directorate.

### Seniors' Week

Upon the recommendation of the Senior Citizens' Provincial Council, the Minister of Human Resources, Labour and Employment proclaimed June 4 to 10, 1989 as Seniors' Week. The purpose of Seniors' Week was to recognize and honour the contributions seniors have made to the province's way of life.

For more information on seniors activities for the full fiscal year, please see the 1989-90 Annual Report of the Seniors' Secretariat.

# Women's Directorate

The Women's Directorate provides policy development, research support, public awareness and coordination of government policies, programs and activities relating to the status of women. The Directorate was established as a separate agency on October 3, 1989, under the name of Women's Secretariat.

**Coordination, Consultation and Inter-Departmental Liaison**

In 1989, the Women's Directorate participated on several inter-departmental committees in areas such as family policy, family violence, child sexual abuse, balancing work and family responsibilities, and career education.

The Directorate was involved in joint projects with other departments and organizations including workshop coordination with Social Services for the national "Symposium About Families". The Directorate also assisted Saskatchewan Justice in proposed changes to *The Family Maintenance Act* and *The Children's Law Act*.

**Education**

The Women's Directorate made presentations to elementary, high school and university students on career preparation, labour market, job search techniques, resume development and interview skills. "Focus on Your Future", a publication for high school students on career awareness, was distributed to 45,000 grades 7, 8 and 9 students in May 1989. The Directorate also actively participated on the Student and Career Development Curriculum Advisory Committee to the Minister of Education and the Provincial Co-ordinating Committee on Counselling and Career Development.

**Women in the Public Service**

As part of the government's ongoing commitment to employment fairness initiatives, the Women's Directorate continued to organize the noon hour luncheon series, featuring guest speakers on issues of interest to women in government.

During 1989, the Women's Directorate presented departmental staff orientation seminars to Saskatchewan Human Resources, Labour and Employment on the government's employment fairness initiatives.

**Public Awareness and Information**

"Focus" is published by the Directorate throughout the year and distributed to over 7,000 individual women and organizations across the province. This publication, through articles and interview profiles, provides information and helps to raise awareness and understanding of issues affecting women in Saskatchewan. The May 1990 issue highlighted the tourism and hospitality industry in the province.

**Research and Development**

The Women's Directorate conducted ongoing research and statistical analyses on the status of women to support government-wide policy development and decision-making. Issues included economic develcpment for Native women, family law changes, wage gap, family policy, as well as women and aging.

**Inter-Governmental Liaison**

The Women's Directorate represented Saskatchewan at the federal/provincial/territorial meetings of senior officials for the Status of Women, and provided advice and support materials for meetings of Ministers Responsible for the Status of Women. Major issues were: a progress report on "Towards A Labour Force Stategy: A Framework for Training for Women"; Work and Family Responsibilities Strategy; reproductive health; Aboriginal women and economic development; and the Federal/ Provincial/Territorial Report on the Collaborative Action Working Group on Counselling. The Directorate also attended the Canadian Association of Administrators of Labour Legislation Sub-Committee on Women and Employment.

**Saskatchewan Women's Advisory Council**

The Advisory Council, a group of private citizens appointed by the provincial government, provided government with input and recommendations on issues related to the status of women in Saskatchewan.

The Women's Directorate provided administrative and research support to the Advisory Council on a number of issues, including services available to women in the province and women on boards and commissions.

For more information on women's activities for the full fiscal year, please see the 1989-90 Annual Report of the Women's Secretariat.

# Labour Relations Board

*The Trade Union Act* establishes the Labour Relations Board and empowers the Board to issue orders that: certify and decertify unions as the bargaining representatives for appropriate units of employees; determine whether anyone is engaged in an unfair labour practice or is violating any provision of the Act; require persons to refrain from unfair labour practices or violations of the Act; reinstate and compensate employees discharged contrary to *The Trade Union Act*; and require an employer to comply with provisions relating to the introduction of technological change. The Board may also determine any dispute referred to it by employers and trade unions.

*The Trade Union Act* is administered by the Labour Relations Board. At the end of March 1990, the members of the Board were as follows:

Richard I. Hornung, Q.C., Chairman, Regina
John R. Hobbs, Vice-Chairman, Regina
J. Forsvth, Regina
Jill Jones, Regina
J. Tomlinson, Moose Jaw
C. Cave, Moose Jaw
E. Lochrie, Saskatoon
C. Lyons, Saskatoon
B. McDonald, Saskatoon
E. Garry, Saskatoon
G. Caudle, Saskatoon
G. Bennett, Regina
G. Kennedy, Regina
K. Joyner, Moose Jaw
E. Bambury, Wolseley

**Labour Relations Board Meetings 1989-90**

Between April 1, 1989, and March 31, 1990, the Labour Relations Board held 12 monthly meetings lasting a total of 124 days.

**Applications to the Board**

A total of 254 applications were received by the Board during the year. Table 9 shows these applications by disposition. The five year trend in the annual number of applications to the Board under *The Trade Union Act* is shown by type and disposition in Tables 10 and 11, respectively.

During 1989-90, 92 certification orders covering 1,756 employees were issued by the Board and eight certification orders affecting 150 employees were rescinded.

**Table 9**
**Applications under *The Trade Union Act*, by Disposition, 1985-86 to 1989-90**

| Year | Total Applications | Granted | Dismissed | Withdrawn | Determined* | Conducted |
|---|---|---|---|---|---|---|
| 1985-86 | 422 | 199 | 117 | 104** | 2 | -- |
| 1986-87 | 393 | 222 | 54 | 111 | 5 | -- |
| 1987-88 | 287 | 128 | 55 | 102 | 2 | -- |
| 1988-89 | 274 | 126 | 43 | 95 | 6 | -- |
| 1989-90 | 261 | 146 | 54 | 58 | 2 | 1 |

* Under *The Trade Union Act*, the Board may determine the outcome of any dispute referred to it by either party. The decision of the Board is final and binding.

** During the year 1985-86, 58 applications under Section 11 (8) of *The Trade Union Act* were received but not finalized. They were subsequently withdrawn in 1985-86.

*Source: Saskatchewan Labour Relations Board files.*

**Table 10**
**Applications under *The Trade Union Act*, by Type of Application, 1985-86 to 1989-90**

| Type of Application | 1985-86 | 1986-87 | 1987-88 | 1988-89 | 1989-90 |
|---|---|---|---|---|---|
| **Total applications** | 422 | 392 | 229* | 274* | 261* |
| Certification (Section 5, clauses a, b and c) | 102 | 130 | 78 | 77 | 105 |
| Unfair labour practices (Section 5, clause d) | 98 | 93 | 68 | 90 | 60 |
| Reinstatement (Section 5, clause f) | 61 | 48 | 42 | 23 | 18 |
| Monetary loss (Section 5, clause g) | 65 | 47 | 43 | 23 | 18 |
| Company dominated (Section 5, clause h) | 2 | -- | 1 | -- | -- |
| Amendment or Rescission (Section 5, clauses i, j and k) | 76 | 45 | 44 | 39 | 41 |
| Exclusion on religious grounds (Section 5, clause l) | 1 | 3 | 2 | 7 | 13 |
| Employee determination (Section 5, clause m) | -- | 3 | -- | 2 | -- |
| Strike Votes (Section 11[8]) | 2 | 1 | 3 | -- | -- |
| Reference of Dispute (Section 24) | 6 | 6 | 3 | 6 | 2 |
| Transfer of Obligation (Section 37) | 2 | 1 | 2 | -- | 2 |
| Technological Change (Section 43) | 2 | 1 | 1 | 1 | -- |
| Ratification Votes (Section 45) | 2 | 1 | -- | 6 | 2 |

* This figure represents the number of applications disposed of not the number received.

*Source: Saskatchewan Labour Relations Board files.*

**Table 11**
**Applications under *The Trade Union Act*, by Type of Application and Disposition, 1989-90**

| Type of applications and disposition | Applications |
|---|---|
| **Total Applications** | 261 * |
| Granted | 146 |
| Dismissed | 54 |
| Withdrawn | 58 |
| Determined | 2 |
| Conducted | 1 |
| **Certification** | |
| (Section 5, clauses a, b and c) | 105 |
| Granted | 92 |
| Dismissed | 7 |
| Withdrawn | 6 |
| **Unfair labour practice** | |
| (Section 5, clause d) | 60 |
| Granted | 12 |
| Dismissed | 20 |
| Withdrawn | 28 |
| **Reinstatement** | |
| (Section 5, clause f) | 18 |
| Granted | 5 |
| Dismissed | 7 |
| Withdrawn | 6 |
| **Monetary Loss** | |
| (Section 5, clause g) | 18 |
| Granted | 5 |
| Dismissed | 7 |
| Withdrawn | 6 |
| **Company Dominated** | |
| (Section 5, clause h) | -- |
| Granted | -- |
| Dismissed | -- |
| Withdrawn | -- |
| **Amendment or Rescission** | |
| (Section 5, clauses i, j and k) | 41 |
| Granted | 25 |
| Dismissed | 10 |
| Withdrawn | 6 |
| **Exclusion on religious grounds** | |
| (Section 5, clause 1) | 13 |
| Granted | 6 |
| Dismissed | 3 |
| Withdrawn | 4 |
| **Employee determination** | |
| (Section 5, clause m) | -- |
| Determined | -- |
| **Strike Votes** | |
| (Section 11[8]) | 1 |
| Dismissed | -- |
| Withdrawn | 1 |
| **Reference of Dispute** | |
| (Section 24) | 2 |
| Determined | 2 |
| Withdrawn | -- |
| **Transfer of Obligation** | |
| (Section 37) | -- |
| Granted | -- |
| Dismissed | -- |
| Withdrawn | -- |
| **Technological Change** | |
| (Section 43) | 1 |
| Granted | -- |
| Dismissed | 1 |
| Withdrawn | -- |
| **Ratification Votes** | |
| (Section 45) | 2 |
| Conducted | 1 |
| Dismissed | -- |
| Withdrawn | 1 |

* 261 applications were disposed of although 254 applications were received.

*Source: Saskatchewan Labour Relations Board files.*

# Minimum Wage Board

The Minimum Wage Board is established under *The Labour Standards Act* and may make recommendations to the Lieutenant Governor in Council on matters such as the minimum wage, employee room and board charges, and the minimum age of employment in certain industries.

Board members for the year under review were:

Ms. Mary Rocan, Chairperson, Regina
Mrs. Elsie Hannon, Saskatoon
Mr. T.D. Mills, Regina
Mr. J.S. Rootman, Regina
Mr. Phil Walker, Saskatoon

**Minimum Wage Board Orders**

In the 1989-90 fiscal year the Minimum Wage Board recommended an increase in the minimum wage to $4.75/hour, effective January 1, 1990.

The provisions of the Minimum Wage Board Orders in force during the fiscal year 1989-90 are summarized in Table 12.

**Table 12**
**Minimum Wage Board Orders**
**in Force During 1989-90**

| Order | Applicable to | Minimum Wage Board Order Provisions |
|---|---|---|
| 1989 | All employers and employees | The minimum wage is $4.75 per hour effective January 1, 1990, and $5.00 per hour effective July 1, 1990. Every employee, other than a school student in regular attendance during the school term, a janitor, a noon-hour supervisor, a school bus driver, caretaker or a building cleaner, who is required to report for duty, other than for overtime, shall be paid a minimum sum of $14.25, effective January 1, 1990 to June 30, 1990, and $15.00 commencing July 1, 1990, whether or not he or she is required to be on duty for three hours on that occasion. |
| No. 2 | Hotels, restaurants, educational institutions, hospitals and nursing homes | Employers must provide certain benefits to employees with respect to working shifts, transportation for female employees, uniforms, meal periods, and meal charges. |
| No. 3 | All employers and employees | Employers must deliver to each employee a detailed statement of earnings and deductions therefrom. |

*Source: The Minimum Wage Board Order, 1989 and The Minimum Wage Board Amendment Order, 1990.*

## Appendix

## Legislation Administered by

## Saskatchewan Human Resources, Labour and Employment

*The Building Trades Protection Act*
*The Employment Agencies Act*
*The Fire Departments Platoon Act*
*The Human Resources, Labour and Employment Act*
*The Labour Management Dispute (Temporary Provisions) Act*
*The Labour Standards Act*
*The Occupational Health and Safety Act*
*The Pension Benefits Act*
*The Radiation Health and Safety Act, 1985*
*The Saskatchewan Income Plan Act* *
*The Senior Citizens Heritage Program Act* *
*The Senior Citizens Heritage Rebates Act* *
*The Trade Union Act*
*The Victims of Workplace Injuries Day of Mourning Act*
*The Wages Recovery Act*
*The Warehousemen's Lien Act*
*The Women's Affairs Act* *

* Responsibility for the administration of this legislation was transferred to other agencies in October 1989.